

Town Meeting Coordinating Committee  
Meeting of Thursday, October 6, 2011  
Glass Room, Bangs Center

Present: Peggy Roberts, Nonny Burack, Adrienne Terrizzi, Mary Streeter, Patricia Holland, Carol Gray.  
Absent: Harry Brooks.

Peggy called the meeting to order at 11:50 am. She reported John Musante emailed her that he will take the request for two additional microphones under consideration.

**Web Page Setup:** Mary reported that Amherst Media's website is not up to date and she cannot add links to the TMCC Events page. Adrienne said she will contact them and see what they can do. The Oct. 20<sup>th</sup> warrant review will definitely be a live broadcast. Carol suggested and all agreed that we should ask the director there to attend a TMCC meeting once a year, perhaps before the Spring Town Meeting, so we can exchange information.

### **Preparing for Fall Town Meeting**

**Microphones:** Peggy referred again to John Musante's email. Adrienne said she could not reach Mr. Edwards about microphones. For runners for the microphones, Carol will follow up finding high school students for the job.

**Warrant Review:** Peggy handed out a copy of the Town Meeting warrant. The League of Women Voters committee will meet at Peggy's house Friday Oct. 7<sup>th</sup> for planning the warrant review; Pat will attend. Peggy noted the challenge of finding people who were not in the Town staff to discuss articles. Carol and Adrienne will prepare a report on TMCC for Article 1.

**Bus Tour:** Pat said we have the bus ready for Sunday, Oct. 30<sup>th</sup>, from 1:45 for the 2-4 PM tour of sites. Tasks to do include viewing sites relevant to warrant articles, planning the bus route, and making a map. We discussed the pros and cons of filming by Amherst Media; Carol and Adrienne will work on that.

Peggy here noted here that Harry Brooks, who knows how to work the timer for Town Meeting, will resign from this committee. He will explain how to set the timer for speakers; Martha Hanna also knows how to do this.

**Packet Information, Envelope Stickers, Precinct Meetings:** Mary showed the label she made to go on the packet envelope, and we all admired it. She also presented the draft for the notice of precinct meetings to go in the packet, including illustrations we liked. Mary reported that the tentative schedule for precinct meetings is: Prec. 2 and 9, Wednesday, Oct. 26<sup>th</sup>; Prec. 5 and 6, Monday, Oct. 24<sup>th</sup> at the Police Station; Prec. 4 and 10, Saturday, Oct. 29<sup>th</sup> at the Police Station; Prec. 7 and 8, Tuesday, Nov. 1, Crocker Farm. Prec. 1 and 3 not yet scheduled.

**Event Publicity:** Peggy and Mary will take care of that.

**Suggestion to Begin TM at 7 PM:** Adrienne said she will draw up a survey to be filled in at Town Meeting and email her draft.

**Unanticipated Topics:** Peggy handed out copies of her email exchange with Town Clerk Sandra Burgess. Sandra said she would be willing to meet with TMCC again about election procedures for the TMCC and reported the cost for mailing out ballots, \$105.60.

**Minutes of August 18, 29 and September 15:** Reviewed and accepted as amended.

**Adjournment:** The meeting adjourned at 2 PM. The next meeting will be Thursday, Oct. 14<sup>th</sup>, 11:30 AM - 2:30 PM and Tuesday, Oct. 25<sup>th</sup>, 1 PM.

Respectfully submitted,

Patricia Holland, Clerk

Approved as amended October 25, 2011

Documents provided:

1. Agenda
2. Fall Town Meeting Warrant
3. email exchange of Peggy Roberts and Town Clerk Sandra Burgess
4. draft minutes of 8/18, 8/29, and 9/15 meetings